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State telegram and telephones trunk calls.

Use of priority indications

Government of Bombay.
Political and Services Department.
Circular No. 5623/34-B.
Bombay Castle, 14th January 1932.

CIRCULAR.

The attention of the undermentioned officers and Departments of the Secretariat is invited to Government Memorandum, Political and Services Department No. 5623/34-B, dated the 23rd May 1930, and the 5th July 1930 regarding the use of the priority indication "Immediate" in Government telephone trunk calls and they are informed that despite the instructions issued therein it is noticed that the priority indication has been used by some of the officers and Departments indiscriminately. In very few cases reports of the priority indication having been used, are made to the Chief Secretary to Government, Political and Services Department immediately after such use is made and in almost all cases the officers and Departments keep quiet until they receive requests from the telephone authorities for the production of certificates issued by their immediate superior for the purpose, in support of their action. Not infrequently members of the staff of the Departments of the Secretariat use the priority indication "Immediate" while not booking official telephone trunk calls and that too in the name of some officer of the Department without his prior approval. It is also noticed in some cases that whenever the officers and others concerned are requested to furnish to the Political and Services Department/ most full particulars and justification in support of their action in using the priority indication "Immediate" for the Chief Secretary's information and satisfaction before he could issue the requisite certificates in their favour, no full particulars are supplied and only the stereotyped explanations such as "to save time", in view of emergency" are given. In few cases the persons concerned even denied having used the priority indication "Immediate" while booking telephone trunk calls but confessed having specifically desired to get through connections immediately, while booking the calls.

It appears that some of the officers and Departments of the Secretariat have either not quite understood the implications of the instructions issued in this behalf or have failed to abide by those instructions through negligence or otherwise, with the result that the priority indication "Immediate" is often indiscriminately used. It has therefore been decided that no member of the staff of any Department of the Secretariat other than the Home Department, of the office of the Secretary to the Honourable the Chief Minister or of the Personal Assistant to any Honourable Minister should henceforth be allowed to use the priority indication "Immediate" under any circumstances whatsoever. A severe notice will be taken of any such instance. The priority indication "Immediate" is not to be used lightly and if any of the above officers finds it absolutely necessary to use such a priority without prior consultation with the Chief Secretary, he should communicate at once necessary details to the Political and Services Department for the information of the Chief Secretary

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and the issue of the requisite certificate. Before the priority indication "Immediate" is used it must be seen whether the use of the priority indication "Important" which is authorised to be used by all Secretaries to Government cannot meet the requirement of the situation.

By order of the Governor of Bombay,

Sd/-

For Chief Secretary to the Government of Bombay,
Political and Services Department.

To

The Secretary to the Honourable the Chief Minister,
All Personal Assistants to the Honourable Ministers,
All Departments of the Secretariat (Home Department).

} With copies of the Government Memoranda referred to above.

except the

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Telephones on the Message Rate System-Apportionment of charges between Government and Officers.

GOVERNMENT OF BOMBAY.

POLITICAL AND SERVICES DEPARTMENT.

Circular No. 5890/34-B
Bombay Castle, 28th April 1952.

CIRCULAR.

In partial modification of the orders issued in Government Circular, political and Services Department, No. 5890/34-B, dated the 15th March 1951, in regard to the apportionment of telephone call charges between Government and Officers, Government is now pleased to direct that Offi Officers who have preferred to maintain a register of out-going calls from their residential telephones should keep a record of only private calls and not of official calls also. These orders should come into force from the 1st June 1952.

By order of the Governor of Bombay.

M.D.DHANSALI,

Chief Secretary to the Government of Bombay
Political and Services Department.

To

The Secretary to the Governor,
The Secretary to the Honourable the Chief Minister,
The Director of Publicity, Bombay,
All other Heads of Departments and Heads of Offices,
All Departments of the Secretariat,
All Personal Assistants to the Honourable Ministers,
*The Prothonotary and Senior Master, High Court, Bombay,
*The Registrar, High Court, Appellate Side, Bombay.

K P.& S.D. 14 *By a letter.

No. of 1952.

Copy forwarded for information and guidance to

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